

## Minutes of the Judiciary and Law Enforcement Committee - October 7, 2005

Due to a lack of a quorum, the meeting was called to order at 8:53 a.m. by Chair Mitchell. Supervisor Seitz led the committee with the Pledge of Allegiance.

**Present:** Chair William Mitchell, County Board Supervisors Kathleen Cummings, Carl Seitz, David Swan; **Absent:** Keith Harenda, Mareth Kipp, Jean Tortomasi

**Staff Present:** Legislative Policy Advisor Dave Krahn, Legis.Associate Sandra Meisenheimer

**Also Present:** Medical Examiner Dr. Lynda Biedrzycki, Communications Center Manager Richard Tuma, Emergency Management Coordinator Jim Malueg, Budget Manager Keith Swartz, Business Mgr. Betsy Crosswaite, Radio Services Administrator Chris Petterson, District Attorney Paul Bucher, Office Services Coordinator Dani Danielski, Clerk of Courts Carolyn Evenson, Business Manager Bob Snow, Chief Judge Kathy Foster, Senior Financial Analyst Mike Baniel

### **Review and Discuss the 2006 Operating Budget for which the Committee Has Budget and Policy Oversight**

#### ***Medical Examiner:***

Biedrzycki was present to discuss the Medical Examiner's budget as outlined in the proposed 2006 budget book. The committee discussed capital project #10 for the Medical Examiner's office. Mitchell said the Executive Committee did not move the project up one year as requested by the Judiciary Committee.

**Motion:** Cummings moved, second by Seitz, to move Budget and Concept up one year to 2007 for Capital Project #10 (200616), *Medical Examiner Expansion*, move up all subsequent years for this project, and the need to evaluate the compressors as there are continued problems. **Motion carried 4 – 0.**

Biedrzycki distributed a budget overview, which she reviewed with the committee. She covered 2005 budget objectives, 2006 objectives, personnel issues, performance measures, expenditures and revenues, statistical information, and 2006 fees. Total expenditures for 2006 are \$1,160,166 and total revenues are \$287,670 for a tax levy increase of \$22,300 or 2.6%. The position summary shows an increase of 0.11 FTE positions for a total of 10.37 being budgeted for 2006. She stated that her budget is basically cost to continue. Also reviewed were the two general fund programs – Autopsy/Examinations and Investigations/Cremation.

**Motion:** Swan moved, second by Cummings, to tentatively approve the proposed 2006 Medical Examiner's operating budget with the 2006 fee schedule as discussed. **Motion carried 4 – 0.**

#### ***Department of Emergency Preparedness:***

Tuma, Malueg, Swartz, Petterson, and Crosswaite were present. Tuma said regarding the Wireless 9-1-1 grant, it looks like they will be getting almost everything that was applied for. The revenue should start coming in the second quarter of 2006. Crosswaite began on page 59 of the budget book, which shows statistics for all of the funds. Emergency Preparedness consists of the operations of the current Communications Center, Disaster Management, Hazardous Materials Management, and Radio Services. Overall expenditures are \$5,299,599 and revenues are \$1,670,937 for a tax levy increase of \$77,600 or 2.09%. The position summary shows an increase of 1.21 FTE positions for a total of 54.98 being budgeted for 2006.

Tuma stated this year was a monumental year with bringing in all of the agencies (Brookfield in February; Butler in March). There also were two small fire departments that paid up front to come in but chose not to be dispatched right away. He reviewed the Major Departmental Strategic Achievements from 7/01/04 to 6/30/05 and Departmental Strategic Objectives, as outlined in the budget book. Mitchell suggested adding #10 under Innovate and Seek Continuous Quality Improvement – monitor and improve the quality of response times.

Malueg said on October 27 there will be a full scale exercise involving two simultaneous explosions: one in Menomonee Falls and one in Oconomowoc. It's mostly a drill for the hospitals (four in the county) to meet their accreditation. It will be from about 3:00 p.m. to 7:30 p.m. to involve the second shift people.

**Motion:** Swan moved, second by Seitz, to work with Communications Center participating agencies to review emergency medical dispatch protocols to monitor and increase quality dispatch policies and procedures. **Motion carried 4 – 0.**

*Communications Center Operations:*

Crosswaite discussed the Communications Center Operations Program and covered the financial summary, program highlights, activity and performance measures. Expenditures are \$3,766,788 and revenues are \$256,927 for a tax levy increase of \$72,268. Crosswaite stated that there hasn't even been a full year of the Comm. Center operating, but Tuma is beginning to track activities and performance measures, as detailed on page 64.

*Disaster Management and Hazardous Materials Management Programs:*

Malueg said the good news is that expenses have decreased and revenues have increased. He went over the financial summaries, staffing, program highlights, and performance measures for each. For Disaster Management expenditures are \$180,212 and revenues are \$80,831 for a tax levy decrease of \$19,391. For Hazardous Materials Management expenditures are \$261,875 and revenues are \$78,482 for a tax levy increase of \$24,723.

**Motion:** Cummings moved, second by Swan, to tentatively approve the Emergency Preparedness General Fund of the proposed 2006 Department of Emergency Preparedness budget. **Motion carried 4 – 0.**

*Radio Services Fund:*

Petterson said it has been a good transition to the new Department of Emergency Preparedness. He explained Departmental Strategic Objectives and Major Departmental Strategic Achievements from 7/01/04 to 6/30/05. Baniel went over the financial summary. Overall expenditures are \$1,090,724 and revenues are \$1,254,697 for zero tax levy. The position summary shows an increase of .26 FTE positions for a total of 5.66 being budgeted for 2006.

Baniel continued with a detailed review of Trunked Radio Operations on page 69 (expenditures are \$308,741 and revenues are \$308,741). For Equipment Replacement – Trunk Radios, the expenditures are \$212,000 and revenues are \$373,773. For Radio Services Operation, expenditures are \$569,983 and revenues are \$572,183.

**Motion:** Swan moved, second by Cummings, to tentatively approve the Radio Services fund of the proposed 2006 Department of Emergency Preparedness budget. **Motion carried 4 – 0.**

***District Attorney:***

Bucher and Danielski were present to discuss the District Attorney's budget as outlined in the proposed 2006 budget book. Bucher stated they continue to do what they do best and that is interacting with the community trying to partner with business and other entities to go beyond the courtroom. They've done that fairly well certainly in the last decade or so. They need to continue to reach out to their partners in the community to try to develop new ideas and programs for areas that impact the criminal justice system. He continued reviewing Departmental Strategic Objectives as well as Major Departmental Strategic Achievements from 7/01/04 to 6/30/05. Bucher stated that they are at target with their budget; it is basically cost to continue. Total expenditures for 2006 are \$2,233,663 and total revenues are \$613,392 for a tax levy increase of \$67,400 or 4.3%. The position summary shows a decrease of .30 FTE positions for a total of 31.56 being budgeted for 2006.

Mitchell asked about the Oswald Trial costs. Bucher said they are still waiting for reimbursement which should come in 2005. Baniel stated they will be proposing a fund transfer in early November. Bucher said the trial itself took a huge toll on their office, and it is hard to describe. It took three prosecutors, support staff and two administrative staff pretty much out of the picture for about three months. He stated a case like this depletes you physically, mentally and emotionally.

Bucher continued on with a review of Prosecution/Administration Services and Victim/Witness. There were 4,300 families served by Victim/Witness in 2004. This is an increase of 320 from 2003. They also budgeted program revenue at 60% of expenditures and hope it is realistic at this point. He stated the VOCA Grant/Program continues to reflect decreases due to a reduction of State funding for this program.

**Motion:** Seitz moved, second by Cummings, to tentatively approve the 2006 District Attorney operating budget. **Motion carried 4 – 0.**

The committee recessed at 12:15 p.m. and reconvened at 1:20 p.m.

***Circuit Court Services:***

Evenson, Foster and Snow were present to discuss the proposed 2006 Circuit Court Services budget as outlined in the budget book, which includes the mission, financial summary, position summary, and current and proposed capital projects. Total expenditures for 2006 are \$8,642,016 and total revenues are \$4,275,000 for a tax levy increase of \$149,400 or 3.5% which is at target. The position summary shows a decrease of 0.87 FTE positions for a total of 105.15 being budgeted for 2006. Regarding capital projects, the Courtroom Remodeling project, Phase 2 is finished and the Justice Facility, Phase II has been pushed out one year, which was with the consensus of the judges.

Evenson, Foster and Snow continued with a detailed review of the Departmental Strategic Objectives for 2006, as outlined in the budget book. Evenson stated the objectives are in priority order. Evenson said she would entertain questions on their Major Departmental Strategic Achievements from 7/01/04 to 6/30/05 if the committee had any.

Evenson, Foster and Snow went on with a review of the individual divisions. Evenson covered some items generally since they are repeated for many of the divisions. She stated they've been able to decrease costs by: 1) reducing some operating expenses related to office supplies, printing supplies and other supplies, 2) restrained expenditures in some areas, and 3) receiving permission to

use generic printer cartridges, which is saving money. These three items combined are saving \$7,600 overall. They've reduced the equipment funding. As much as possible they use CCAP provided equipment rather than county provided. Overall \$3,600 has been cut out of the budget. They've also saved \$750 by using contracted printing which allowed favorable pricing. In addition, they've reduced psychiatric evaluation expenditures for about \$11,000, the implementation of the changes in the GAL deposit has been an extremely positive change and is saving over \$32,000, and finally because of the two-year trend in the reduced number of jury trials, expenditures have been reduced by \$28,000.

Evenson went over the program highlights, which included staffing changes, operating expenses, interdepartmental charges and revenues for Administrative Services Division, Criminal & Traffic Division, Family Division and Civil Division, as well as Juvenile Court, Family Court Counseling Services, Court Commissioners, and Register in Probate.

**Motion:** Cummings moved, second by Seitz, to tentatively approve the proposed 2006 Circuit Court Services operating budget. **Motion carried 4 – 0.**

**Review and Make Recommendations on Any and All Position Requests in the Operating Budget for which the Committee Has Budget and Policy Oversight**

This item was reviewed as part of the operating budget discussions for the Medical Examiner, Emergency Preparedness, District Attorney and Clerk of Courts where applicable.

**Correspondence**

Memo from Michelle Cyrulik, Coordinator of CJCC, with a summary description of the Criminal Justice Collaborating Council's Alcohol Treatment Court Program.

**Future Meeting Dates**

The next meeting is scheduled for Friday, October 14 and will be held in the Admin. Center, Room G55/59.

**Motion to adjourn:** Cummings moved, second by Swan, to adjourn the meeting at 3:13 p.m.  
Motion carried 4 – 0.

Respectfully submitted,

Mareth K. Kipp  
Secretary

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